

Central Coventry Fire District
Board of Directors Monthly Meeting
March 16, 2010 – 7:00 pm
240 Arnold Road

Minutes

1. Call to Order – 7:02

2. Roll Call

President: Girard Bouchard Jr.

Vice President: Joe Bonn

**Directors: – Bob Crowe – Linda Giguere – Ronald Gizzarelli -Anna
Mae Lapinski, Armond Niquette**

Treasurer: Tom Lacolle

Tax Collector: Jeanne Graemiger

Clerk: Christine Moniz

Chief : Robert W. Seltzer

Asst. Chief – Scott Tucker

Union President – Dave Gorman

**Not Present – Director Bonn, Director Crowe, Union President
Gorman**

3. Approval of Minutes of the previous Board of Directors Meeting – 01/19/2010 & 02/16/2010

**Motion to Approve Director Giguere Seconded: Director Niquette
All Vote Aye**

4. Communications- Resignation letter of Jane Daptula

**Move to accept letter - President Bouchard Seconded: Director Lapinski
All Vote Aye**

Jane will work the days Jeanne is on vacation or we close the office for two days.

Board needs to approve the closing or let Jane come in for the two days. Jeanne suggests paying her then pay for the two days. Jane would just open the mail and will check history of payment.

The Board agreed to let Jane cover the two days vacation.

Also, we received a resume from Ms. Larraine Houle it was read aloud to the Board by the President. She is very interested in the job. She has worked for the Town of Coventry Tax Department. Jeanne has spoken to her and would like to bring her on board and get her into our system. She is aware on the use of OPEL. She is willing to come on for the two days for the time being and we will know weather or not she would like to stay and also if the tax department is a suited

position for her. We can use this time to see if she is suited to work for us.

We can wait until April 15th for Ms. Houle to start

President asked if anyone is apposed to this. He also asked to approve the pay rate at \$15.00 per hour.

**Motion made by President Bouchard Seconded by Director Giguere
All Vote Aye**

5. Old Business -

Follow up on the realignment of tax office. It was tabled on the cost and a breakdown was passed out to the board and read out loud to the Board. We may still have to handle the motor taxes. The man power is something to keep in mind. Also, this is just a proposal and that we have two part timers for now. Below is a breakdown of the proposed salaries and hours for the Tax Department Clerks:

**Tax Collector with 1 person @ 28 hrs (Salary). (Salary) \$420.00/Wk
One assistant @ 4 days /week = 28 hrs. (hourly) One assistant @ 2 days/week – 14 hrs at \$15.00 per hour.**

They need to get away from too much paper. Set up two new computers one on the desk and one at the counter to post the taxes

as soon as the payment is made.

RI Gen Law was read out loud by the President and what the reimbursement for the auto tax. It also spells out on what dates the payments will be made. President Bouchard will meet with Scott Guthrie and see if we can repeal the law to then apply the taxes.

The Town of Coventry has all the information they need for the cars but we need it broken down by districts.

President Bouchard then reiterated the suggestions made by the Tax Department review committee.

Director Lapinski also asked if we are handicapped accessible.

President wants the changes in the Tax Office to be approved. Also approve for the increase in man power.

Motion Made by President Bouchard Seconded: by Director Lapinski

All Vote Aye

The Process has been approved to move forward and update the tax office.

Director Gizzarelli would like to introduce information to the Board so we can have on line access for tax payment. To try to make it easy to pay. He would like to defer this for next month when the other two board members are available. Set up an automatic payment plan and we could charge fee's table for next month.

Tabled further discussion until next months meeting

6. Presidents Report

Visited with the tax office talked with Jane about leaving the office and also with Jeanne and how she was not certain if she could go away on vacation.

Visited with the Fire Marshal he loves his job.

**Visited with the treasurer and discussed with using a payroll service.
(Action Item)**

Met with President Gorman about signing a new MOA on the new recruits and cutting short the amount of time on the floor. Since the signing the new firefighters have been on their new Platoons. It is working out well

President Bouchard will meet with Mr. Cody and with the Chief of Coventry. They are meeting on a boundaries dispute. Will get some specific information on the property and find out who the taxing entity. It appears on the 2009 as an error and Coventry Fire District will have to stop taxing our property. The land lines have been drawn and it clearly shows that some of the property is clearly ours. We also need to agree to on one piece of property that is 50 50 who has the right to tax the property.

Met with the Police Chief and wanted to compliment the guys on a job well done with the flooding

Motion to Accept Director Giguere Seconded: Director Niquette

ACTION ITEM Pay Master Inc Also Paychex – what would happen to the money to pay for the cost and where will the money come from. Paychex 4630.00 and CSC Paymaster 4300.00.

**Move that the Payroll Service taken out of the hands of the Treasurer
Motion made by President Bouchard Seconded: Director Niquette
All vote Aye.**

7. Chiefs report –

J. Peltier - same status

**J. Almagno will come back April 12th, K. Marcotte is back on duty
Admin – Status quo with the fire station building grant. Still waiting for the grant and there is a new round of grants that we are waiting on.**

James Buckley nothing going on.

We did get the grant and a match and we are now upgrading to 800mhz radios. The Chief did resolve the issues with Fire Alarm and we did work out the problems.

West Warwick borrowed our flat bottom boat for flooding areas. Also, we are getting federal aid if we can show over 1 million in damage the money is from FEMA. We are working out the numbers to get reimbursement for our man power and OT time and use of trucks.

We were lucky that our lake was down and open and we saved some areas in flooding in the Tiogue area. Major flooding was from Johnson pond. We may get some money to repair with the bridges and dams. All went well. FEMA is calling this the 50 year flood.

Howard Industries we went after them with the State Fire Marshal, no connections to fire alarm. The Fire Department is going in on Friday to inspect the property.

Little bit of flooding in the basement and Station 4 had the cesspool pumped out.

**Motion to Approve: Director Giguere Seconded: Director Lapinski
All Vote Aye**

8. Treasurer's Report –

Treasure's report up to March 19th six month and 3 weeks. We pay

more items up front so it seems that we have paid more. We are doing expenses as oppose to revenue. We are getting another 80,000 and we are doing very well with our rescue recovery. We are not going to get as much interest from the bank .

We discussed again to explain to Director Lapinski in the spike in OT.

We were short 3 FF then we had more OJI. We also manned another Station being open and that the rescue recovery is the off set the higher amount of OT.

Director Gizzerelli wanted to know if OT is better than extra man power is there a balance

Motion to Approve: Director Gizzarelli Seconded: President Bouchard

All Vote Aye

9. Tax Collector's Report –

Tax Collector report – quite month and paper work is caught up so things are going well

Motion to Approve: Director Lapinski Seconded: Director Niquette

All Vote Aye

10. Good and Welfare

Director Lapinski added a new item that a friend was humbled at the

site of our FF and EMS and a great job that they did and how impressed he was and 270000 pats on the back.

Director Gizzarelli asked about the ladder truck the Chief stated all is well and it just came back from Pierce for extra maintenance and warranty issues but it is now back in services still station here at 240 Arnold Rd.

11. Executive Session - Board went into executive session Roll Call taken. Motion made by President Bouchard seconded by Director Lapinski. All Directors present voted aye to go in session at 8:17 pm

12. Adjourn: Regular Meeting adjourned at 8:17 pm. Adjournment of the Executive Session at 9:47 pm Motion made by President Bouchard to seal the minutes and 2nd by Director Lapinski. Back in Session at 9:47 pm. Motion made to adjourn at 9:51 pm.